

June 3, 1991

**REPETITION OF COURSE
(Supersedes PS 80-09)****Repetition of Courses for Satisfactory Grade (Repeat and Delete)**

Undergraduate students and postbaccalaureate students who are pursuing a second (or subsequent) baccalaureate degree may repeat, for the purpose of excluding the grade from grade point determination, an undergraduate course taken at California State University, Long Beach in which a grade of D, F, or U was received. Postbaccalaureate students pursuing credential programs, certificate programs, master's degrees or those who have no specific objective are not eligible for the Repeat and Delete policy.

Eligible students may repeat a course once for the purpose of deleting a grade, without prior departmental approval, if both courses were taken at CSULB. The deletion is automatically calculated at the end of the semester in which the course was repeated. Although the first grade will remain on the permanent record, the grade and grade points of the repeated course on the second attempt will be those used in determining the grade point average and units earned, provided the second grade was C or better. Students are not prohibited from continuing to repeat a course in which the grade is unsatisfactory (D, F, U), but all grades earned subsequent to the first repeat will remain in the grade point determination, and the units earned in the course will be applied to the degree only once. While there is no time limit for repeating a course, the student's permanent record may not be altered after a degree has been granted.

If students wish to exclude a grade from grade point determination of D, F, or U in a course taken at another institution, they may do so by enrolling in an equivalent course at CSULB. A petition must be filed in the Office of Admissions and Records. The Department in which the course is taught must indicate on the petition which particular course may be repeated to delete the previous grade. An official transcript from the institution where the original course was taken must accompany the petition. Only one repeat is allowed for the purpose of deleting a grade, and the repeated grade and grade points will be used in the overall grade point determination, provided the second grade was C or better.

A grade received in a course taken at another institution may not be used to delete a grade in an equivalent course taken at CSULB.

Effective: Immediately